

## **IC 22-12-5**

### **Chapter 5. Fire and Building Services Department**

## **IC 22-12-5-1**

### **Establishment of department; offices and divisions**

Sec. 1. The fire and building services department is established. The department consists of the following offices and divisions:

- (1) Office of the executive director.
- (2) Office of the state fire marshal.
- (3) Office of the state building commissioner.
- (4) Division of management information and statistics.
- (5) Division of education and information.
- (6) Division of technical services and research.
- (7) Division of administrative services.

*As added by P.L.245-1987, SEC.1. Amended by P.L.222-1989, SEC.5.*

## **IC 22-12-5-2**

### **Location of offices and divisions**

Sec. 2. The principal offices of the department and its offices and divisions must be located in one (1) place.

*As added by P.L.245-1987, SEC.1.*

## **IC 22-12-5-3**

### **Personnel**

Sec. 3. Sufficient qualified personnel shall be employed in the department to carry out its responsibilities. IC 4-15-2 applies to all personnel in the department.

*As added by P.L.245-1987, SEC.1.*

## **IC 22-12-5-4**

### **Executive director**

Sec. 4. (a) The governor shall appoint an executive director for the department who serves at the pleasure of the governor.

(b) The executive director must:

- (1) have executive experience in the management and administration of technical operations;
- (2) be knowledgeable in the writing, use, or enforcement of building and fire codes; and
- (3) possess educational credentials in the field of fire protection, architecture, engineering, or public administration.

(c) The executive director shall administer the department and serve as secretary for the commission. However, the executive director may not exercise any powers or perform any duties specifically assigned by statute to the state fire marshal or the state building commissioner.

(d) The executive director is the appointing authority for the divisions established under sections 5 through 7 of this chapter.

*As added by P.L.245-1987, SEC.1.*

#### **IC 22-12-5-5**

##### **Division of management information and statistics; establishment; director**

Sec. 5. (a) A division of management information and statistics is established within the department.

(b) The director of the division shall be appointed by and shall serve at the pleasure of the executive director of the department. The director must possess credentials and experience in the collection and analysis of business information using automated technology.

(c) The division shall use internal and external data collection systems and automatic data processing technology and equipment to do the following:

(1) Develop and maintain, in cooperation with the office of the state fire marshal, a statewide fire incident reporting system compatible with nationally recognized fire data collection and reporting systems.

(2) Develop and maintain, in cooperation with the office of the state building commissioner, an inventory and data base for the subclasses of Class 1 structures prescribed by the executive director of the department.

(3) Maintain all files, records, and archives required for departmental operations or required by statute.

(4) Establish the capacity to exchange information with other information systems in the field of building and fire safety regulation.

(5) Establish and maintain an automated system for code development and management purposes.

(6) Perform the other duties assigned by the executive director of the department.

(d) The director of the division may request local fire departments and building inspectors to provide the division with the information necessary to perform its duties under this section.

*As added by P.L.245-1987, SEC.1.*

#### **IC 22-12-5-6**

##### **Division of education and information; establishment; director**

Sec. 6. (a) A division of education and information is established within the department.

(b) The director of the division shall be appointed by and shall serve at the pleasure of the executive director of the department. The director must possess experience and credentials in the development and administration of educational and training programs.

(c) The division shall do the following:

(1) Develop and administer continuing education curricula and progressive courses in the administration and technology of building safety.

(2) Develop and administer training programs for personnel at state and local levels who are engaged in or responsible for building safety.

(3) Establish and administer qualification and proficiency

testing programs.

(4) Provide public information on fire and building safety matters.

(5) Perform the other duties assigned by the executive director of the department.

(d) This section does not prohibit the office of the state fire marshal from conducting training programs concerning firefighting and fire safety inspections.

*As added by P.L.245-1987, SEC.1. Amended by P.L.222-1989, SEC.6.*

#### **IC 22-12-5-7**

##### **Division of technical services and research; establishment; director**

Sec. 7. (a) A division of technical services and research is established within the department.

(b) The director of the division shall be appointed by and shall serve at the pleasure of the executive director of the department. The director must:

(1) be a registered architect or engineer qualified in the designing and construction of buildings; or

(2) possess credentials and experience in the development and administration of building and fire safety codes and standards.

(c) The division shall do the following:

(1) Perform any duties assigned by the executive director of the department.

(2) Encourage the development and advancement of building laws for safety, sanitation, and the conservation of energy at state and local levels.

(3) Perform research and provide technical services necessary for the commission and the department to carry out their responsibilities concerning the enforcement of building laws and equipment laws.

*As added by P.L.245-1987, SEC.1.*